

Judicial Branch News

July/August 2006



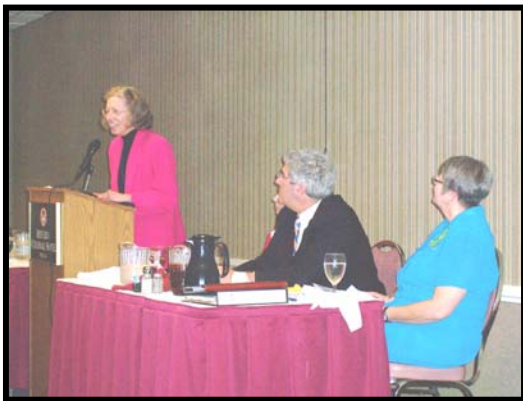
Children's Summit a Success

A group of about 175 professionals wrapped up two days of discussion about child abuse and neglect proceedings in the courts. The attendees at the first ever Children's Summit listened to guest speakers and outlined plans for improving proceedings in their area.

The conference, sponsored by the Montana Supreme Court, the Attorney General's Office, the Montana Office of Public Defender and the Montana Department of Public Health and Human Services was deemed a great success.

"Kids really can't wait," Chief Justice Karla Gray said. "A year in legal proceedings is like a lifetime to a child. All involved in abuse and neglect proceedings have a huge obligation to getting Montana's children to a final decision about their futures efficiently, while also ensuring that parental rights are protected. The Summit was an opportunity for everyone to recommit to doing our best work in these cases."

Attendees at the two-day conference—including District Court Judges, county attorneys, public defenders, social workers and statewide leaders—listened to national experts on the subject, but spent most of their time in working groups, identifying both current problems and practical solutions for children and families involved in abuse and neglect proceedings.



Future newsletters will provide more information about the summit.

Randi Hood, chief public defender (hidden), Attorney General Mike McGrath and Shirley Brown, administrator for DPHHS listen to Chief Justice Karla Gray speak to summit participants.

Court Technology Summer Update

The Court Information Technology Program has achieved several milestones this summer including the production pilot of the FullCourt case management system in the 4th Judicial District; the electronic reporting of traffic convictions, suspensions and reinstatements from the Gallatin County Justice Court to the Motor Vehicle Division of the Department of Justice via the court central repository; and work by the Judicial Branch's Commission on Technology and the Computer Automation Advisory Committee on updating the Information Technology Strategic Plan.

FullCourt Production Pilot – 4th Judicial District

Identifying and testing a modern case management system for district courts has been a high priority for court IT. The FullCourt case management system was chosen because it has a proven track record in Montana courts of limited jurisdiction and a proven track record in many other states as a case management system for general jurisdiction courts. The use of a common case management system offers the opportunity to standardize and reuse common processes and economies of scale for procurement and systems support and training.

Sharon Gull, Clerk of the Mineral County District Court, and Shirley Faust, Clerk of the Missoula County District Court, their staff and staff from the Office of the Court Administrator

worked tirelessly on defining the functional requirements of the case management system and identifying and overseeing customizations needed for the initial pilot. The pilot team is appropriately proud of their efforts to date.

The 4th Judicial District production pilot serves as the baseline to assess the feasibility of FullCourt as a statewide case management system and provides the data needed to plan for a statewide deployment. The pilot also serves as a prototype for pilot project track teams to validate and add further definition to the common core requirements of a court case management system for Montana courts. The track committees are 1) core case management, 2) jury management, 3) document imaging and management, 4) external interfaces and reports, and 5) data conversion. If you are interested in serving on a track committee please contact Lisa Mader in the Office of the Court Administrator.

Central Repository Electronic Reporting

The courts are close to implementing another long-standing goal in the strategic plan – exchanging court information with other parties. Specifically, the Gallatin County Justice Court, through the court central repository, started transferring court data related to traffic convictions, suspensions and reinstatements to the Department of Justice in July. The court is acting as the pilot site for a project that will eventually allow all courts of limited jurisdiction to electronically move data to DOJ.

In the first month, 303 traffic convictions were reported electronically and of these roughly 80% were posted electronically to the driver's record without operator intervention. The remaining 20% are convictions that could not be electronically associated with a driver because of mismatched identifiers or because the driver did not hold a valid Montana driver license (out of state drivers and unlicensed drivers). Clearly, when these numbers are extrapolated statewide and 7,000 convictions a month are being reported and posted automatically the benefits are substantial.

Traffic convictions, suspension and reinstatements to the Motor Vehicle Division of DOJ are the most common reporting activities of Montana's courts of limited jurisdiction. In fact, over 90,000 convictions, suspensions and reinstatements are reported annually.

In December 2005, a Coordinating Committee defined the technical and operational requirements for statewide electronic reporting of traffic events from Montana's courts. Requirements identified included networking all Montana's Courts of Limited Jurisdiction, an upgrade to FullCourt to support nightly replication to a central repository, establishing a central repository of court information and defining the transactions and the business rules for electronic reporting.

Electronic exchanges with other governmental entities was ranked in a recent Judicial Branch Technology Survey as one of the most important information technology services desired in Montana courts today.

Information Technology Strategic Plan

In 2003 the Supreme Court adopted the Commission on Technology's Judicial Branch Information Technology Strategic Plan. This plan serves as a blueprint for all Judicial Branch court technology projects. Over the summer the Commission on Technology has been working on updating the plan. The Commission received guidance from the Computer Automation Advisory Committee, reviewed the Executive Branch's 2006 Information Technology Strategic Plan, reviewed a COSCA report on emerging technologies for state courts, and sponsored a branch wide information technology survey. A draft of the 2006 Judicial Branch Information Technology Strategic Plan is expected in mid-September. The survey results and the plan will be posted on the Judicial Branch's web site. Thanks to all for taking the survey!



Frequently Asked Question for JCATS Users.

How do I add a new User to the system?

Log-on to the system. Select the "User Profiles" tab followed by the "Create Probation Officers" tab. This takes you to a profile screen where you enter the required information. (The organization is the judicial district such as *JD 11 Probation* and the user's title in the system is *Probation Officer*. You must set up the user ID and password (8 characters) for the new user at the bottom of the screen. Most people use an easy number to remember such as the CU number with two zeroes at the end. Once you create a password, the new user can go in and change it by selecting "My Profile" in the right hand corner of the log in screen.

If you are having trouble archiving a user, it means that the person still has a caseload assigned. If you can't see any records on the caseload list, call Bob Peake and he will work with the technicians to resolve the situation.

Sometimes, when I run the restitution summary report, all of the juveniles

aren't shown. What should I do?

You need to change the start date to an earlier date such as 1/1/1998 so it captures the data that was converted from CAPS. Most of the reports only capture information from May 2005 forward, but the restitution, community service and drug testing reports will capture all information if you put in the full date range.

I need to make a deposit but I don't have time to allocate payments. What should I do?

You do not have to allocate a payment to make a deposit. Once you allocate a payment or make a deposit, you can no longer delete the payment. All funds must be allocated prior to a youth being transferred from one district to another. The youth will not show up in the list of youth available to transfer in the district.

How is the juvenile's age calculated on Minor Information Screen?

Age is automatically calculated by comparing the youth's date of birth on the minor information screen with the offense date on the intake information screen. It is not pre-populated when opening a new intake but

is recalculated based on new date.

How come the information on old intake forms or open intake forms is not updated when I change the Juvenile Profile Screen?

The update is only shown on the youth's home page and when a new intake is assigned. This is necessary to keep the historical data on the youth.

When I run a social history report why doesn't the information from the pre-screen assessment appear?

Only the last completed Full BOT summary report will populate into the social history, the pre-screen will not. The social history screen will populate to each new intake assigned from the last completed intake.

I can't get the full community service report – what should I do?

The community service report view is keyed off the offense date. If you want to get the total all intakes you need to go to the intake with the last offense date, chose **R**, select community service screen and include all intakes to get the full picture. The state workers' compensation report is slightly different

and is keyed off the date the work is completed on the community service screen.

What about the offense summary report?

It is keyed off the date the intake was assigned and the age is calculated from the date of the offense. If you put a wrong offense date in, for instance, the kid could come into this report over 19. Must also remember that the report showing age at time of offense is capturing “offenses”, not the number of youth

What about the restitution summary report?

It is keyed off the intake date on the intake information screen. The restitution due report will provide information about due dates within 60 days. The report searches 60 days ahead of the date you enter for any “disposition due” date that falls within the timeframe. (You do not need to put start and end date in at the bottom).

How do I track how many cases are assigned to each probation officer?

The case status report is a report of all intakes

assigned to a probation officer. The “open” count includes those intakes that have been completed but not closed. The “closed” count includes those intakes that have been completed and closed. Both counts include all youth (active, archived and sealed) assigned to the JPO.

If you have specific questions about JCATS, please contact Bob Peake at 841-2961.



***The 2005 Judicial
Branch Annual Report is
available at:***

[2005 Annual Report](#)

Welcome New Employees

Lorene Cole
Supreme Court JA

Lisa Kallestad
Supreme Court Law Clerk

David Olson
Supreme Court Law Clerk

Jessica Penkal
Supreme Court Law Clerk

Paul Raftery
Supreme Court Law Clerk

Karl Rutledge
Supreme Court Law Clerk

Ben Sather
Supreme Court Law Clerk

Stuart Segrest
Supreme Court Law Clerk

Mary Thompson
Supreme Court Law Clerk

Maggie Weamer
Supreme Court Law Clerk

Zach Zipfil
Supreme Court Law Clerk

Charlotte Beatty
4th District Law Clerk

Nicky Cooper
4th District JA

Nancy Bruner
9th District Youth Court

Jamie Freed
9th District Youth Court

Jean Adams
10th District Law Clerk

Ron Johnny
10th District Drug Court

Pamela O'Lexey
11th District Youth Court

Scott Sorenson
11th District Youth Court

Megan Heahlke
13th District Law Clerk

Bryan Krautz
13th District Law Clerk

Hila Stonelake
13th District Law Clerk

Eric Nelson
16th District Law Clerk

Peter Frisch
Water Court Law Clerk

Hugh McFadden
Water Court Water Master

Labor Day is a short payroll week so please make sure to have your timesheets completed and approved by Friday, September 1 at 5 p.m. Have a safe and fun holiday weekend.

TRAINING CALENDAR

2006

Oct 11-12-13

MJA Conference, Fairmont Hot Springs

Oct 16-18

Juvenile Probation Officer Training -
Grouse Mountain Lodge, Whitefish

Nov 11-12

Basic Training for New Judges of
Courts' of Limited Jurisdiction
Heritage Inn, Great Falls

Nov 13-18

COCOLJ Conference - Heritage Inn,
Great Falls (Certification Conference)

Nov 14-16

Clerks' of Courts of Limited Jurisdiction
Conference Heritage Inn, Great Falls

Dec 5

MJA - New Judges' Training - Helena

Dec 14

Chief Juvenile Probation Officers -
Helena (1-5)

2007

Jan 11-12

Judicial Branch Law Clerks' Conference
Hilton Garden Inn - Missoula

April 5

**Judicial Assistants' Conference -
Wingate Inn - Helena (tentative)**

Apr 23-27

COCOLJ - Rock Creek Resort/Pollard
Hotel, Red Lodge

May 10-11

MJA Conference - Sheraton Hotel,
Billings

Sept 26-28

MJA - Chico Hot Springs

Oct 1-5

COCOLJ - Copper King Inn, Butte

For more information contact Karen
Sedlock at 406-841-2967/

Employee Recognition Awards

Nominations for this year's Employee Recognition Awards are due on Friday, September 1 at 5 p.m. Completed nominations should be e-mailed or sent to Shelly Grandy at shgrandy@mt.gov. If someone your work with has done something outstanding this year, nominate him or her for this honor.

The Judicial Branch newsletter is distributed six times a year through e-mail. Printed copies are not produced. For more information or comments please contact Beth McLaughlin at 406-841-2966 or bmclaughlin@mt.gov